Waterloo Teachers' Resource Center
Waterloo High School Room B216
96 Stark Street, Waterloo, NY 13165
315-539-5454 (internal calls Ext. 4182)
wtrc@waterloocsd.org
Sandy Ahart and Kristen O'Connell, Co-Directors

Agenda

March 10, 2025 4:00 PM - 5:00 PM

Attendance:

Matt Parker	Jennifer Paczkowski	Shawn Orcutt	~~Renee Thomas~~
~~Tracy Cardinale~~	Ranette Schaertl	Jackie Mull	~~Karen Burcroff~~
Russ Gillan	Toby Coleman	~~Courtney Foster~~	~~Chrissy Jacob~~
Joseph Landry	~~Jennifer Hayden (vacant seat)~~	~~Jason Stock (vacant seat)~~	

A quorum was achieved with 53% (8/15) of the Policy Board present and of that 88% (7/8) were teachers

1. Welcome – Russ Gillan
   The meeting was called to order at 4:09 p.m.

Kristen O'Connell shared that Christine Taylor, the District's new Assistant Superintendent for Curriculum & Instruction, is willing to join the Policy Board, filling the Administrator position on the Policy Board left vacant by Jenn Hayden.

A motion was made by Matt Parker and seconded by Joseph Landry to approve Christine Taylor as part of the Policy Board. The motion was passed by all the members present.

Mrs. Taylor unfortunately was unable to attend the meeting due to illness.

2. Approval of minutes from October 1, 2024– Russ Gillan
   Click the link for the minutes:

   Waterloo Teachers' Resource Center (Home - Waterloo Central School District (waterloocsd.org)

   Motion to approve the minutes as written was made by Shawn Orcutt. Seconded by Jackie Mull. Motion passed by all those present.

3. Vacancy of Policy Board Representatives – Russ Gillan
   An email was sent to the Middle School staff to encourage a teacher or teaching assistant to represent the Middle School on the Policy Board to replace Jason Stock. There has been no response. A separate email was sent to Mr. Vitale, principal of the Middle School, to see if he had any recommendations. Another email will be sent out. Policy Board members were encouraged to reach out personally to any Middle School teacher or teaching assistant to fill the vacancy.

4. Budget Update – Kristen O'Connell and Sandy Ahart

Both Co-Directors shared current budget information as well as projected expenditures. There is an anticipation that an FS10a will need to be completed. A discussion followed of areas from which funds would need to be moved and suggestions to where the funds should be allocated. The Co-Directors will work with the Policy Board Chair to develop the FS10A to present at the next meeting.

5. Update on Professional Development sessions – Kristen O'Connell and Sandy Ahart

Co-Directors will be attending the NYSTC statewide Spring Symposium on March 19, 2025.

Several proposals have been approved and scheduled including:

- Canva
- Music PD
- Storybook STEM for Grades 3-5
- Positive Home Communication
- Explicit Vocabulary Instruction for the Primary Grades
- Book Talk: Big Words for Young Readers
- Foundations of Reading Comprehension

6. Hobart William Smith Colleges update – Christine Jacobs
   Christine Jacobs was unable to attend this meeting. No update was shared.

7. Other: Russ Gillan

8. Set next meeting date: Russ Gillan
   The next meeting will be Tuesday, April 8, 2025 at 4:00 p.m.

9. Meeting Adjourned

A motion was made by Jackie Mull to adjourn the meeting. The motion was seconded by Shawn Orcutt. Motion was passed by all those present.
The meeting was adjourned at 5:06 p.m.

Respectfully submitted by

Sandra Ahart
Co-Director, WTRC